



Position description

Diesel Mechanic

Position	Reporting relationships	Other key relationships
Position title: Diesel Mechanic	Reports to: Team Leader, Plant & Workshop	Group Coordinator Operations, Fleet & Property Members from operational teams Team Members, Other Staff/Teams

Position overview

The Diesel Mechanic will be part of a team undertaking the servicing and repairs to major and minor plant, vehicles and equipment.

Key outcomes

Responsibilities:

- To service and repair councils plant, vehicles and equipment in a minimum of downtime
- As part of the team, help maintain the council plant and fleet to a high operational and safety standard
- To provide a timely service
- Assist in managing records in accordance with organisational Records Management procedures and practices
- Demonstrate our Values and behaviours.
- Work collaboratively with others to deliver services and to identify improvements to work practices and procedures.
- Comply with all relevant organisational codes, policies, procedures, guidelines and standards, and with the requirements of the Equal Opportunity Act 1984, Disability Discrimination Act 1992 (as amended) and all other associated legislation, including the Local Government Act.
- Report all risks identified in the course of undertaking the duties relevant to this position.

Contributes to and supports:

- Improved services through participating in regular audits and reviews of team activities and services, and implementing any audit/review recommendations.
- Implementation of team performance measures and reporting on those measures, and participating in any improvements based on those measures.

Work health, safety and wellbeing

- Contribute to a culture where everyone places safety first.
- Identify and report health and safety risks, accidents, incidents, injuries and property damage at the workplace.
- Take reasonable care to protect their own health and safety, and the health and safety of others.
- Use any equipment that is provided to protect their health and safety.
- Follow reasonable instructions given on health & safety and injury management.
- Comply with health and safety and injury management policies and procedures and actively participate in associated training and programs.

Special conditions

Be willing to be available to attend out of hours breakdowns and vehicle retrievals.

Qualifications (or demonstrated equivalent experience) – (E) denotes essential qualifications

- Qualified Diesel Mechanic (E)
- Hold current HR drivers licence (E)
- HC Drivers licence

Skills/capabilities

- Innovative and practical approach to problem solving and negotiation.
- The ability to plan, prioritise tasks and meet competing deadlines.
- Initiative and ability to work with minimum supervision.
- Demonstrated high level of personal integrity and ethics.

Experience – (E) denotes essential experience

- Experience in servicing and repairing heavy earth moving equipment (E)
- Experience in servicing and repairing trucks, tractors etc. (E)
- Experience in servicing and repairing light fleet vehicles (E)

Knowledge – (E) denotes essential knowledge

- Knowledge of Mechanical Workshop operations and associated equipment (E)
- Knowledge of standards and regulations associated with the Mechanical Workshop, plant and fleet (E)
- Knowledge in the latest technology relating to a Mechanical Workshop, plant and fleet

Organisational core competencies

- **Digital literacy** – ability to use the essential technology, devices and systems required for the role, or ability and willingness to learn this.
- **Communication**– Verbal: expressing ideas effectively in individual and group situations (including nonverbal communication); adjusting language or terminology to the characteristics and needs of the audience.
Written: expressing ideas clearly in documents that have written organisation, structure, grammar, language and terminology adjusted to the needs and characteristics of the audience.
- **Customer service** – ability to demonstrate a high level of customer care by providing professional, helpful, high quality service, before, during and after the customer’s requirements are addressed.
- **Resilience** – the ability to bounce back when faced with challenging circumstances or when things don’t go as planned.